

Draft WORKGROUP CHARGE 12/27/05

Dear (Volunteer):

Thank you for considering participating in the Aquatic Resources and Wildlife Workgroup that will update the 1993 San Francisco Estuary Project's Comprehensive Conservation and Management Plan. You have been requested to participate in this endeavor because of your valuable knowledge and experiences with these resource issues and your ability to work with others in challenging situations with short time frames. I want to provide you with a little more information to secure your strong commitment to this effort before we begin, and I want to assure you of my strong commitment as workgroup facilitator to ensure that your involvement is as efficient, productive and painless as possible.

The unofficial charge for this effort to "update the CCMP" is:

"With the time and resources available, improve the utility of the 1993 CCMP to continue to serve as a blueprint to stimulate partnerships and efforts to implement the many needed actions to restore and maintain the chemical, physical and biological integrity of the Bay and Delta."

To me the overarching message to those seeking to update the CCMP to address change over the last 12 years is "don't do it so big it doesn't get done". A small ad hoc group gathered by the San Francisco Estuary Project to kick this off agreed that the small budget accompanying this effort makes it quite clear that our first priority is to identify major omissions in the CCMP that need to be added to meet needs evident today. We are in agreement that second in priority are a few substantive revisions of existing CCMP action items that are so out of date and misleading that their updating is essential. Third in priority would be identifying 1993 action items that are either completed or no longer needed; however, if we don't get beyond addressing priority 1 and 2 items (omissions and substantive revisions), that is OK.

While the wording we are using is "update" I personally think we are talking more of a limited "supplement". The vast majority of the 1993 CCMP will not be revised one iota. The CCMP originally took 5 years and \$8M to produce. The duration and investment of this update will be considerably less. There is no funding to pay for the workgroup activities. The CCMP will not be reprinted. An addenda or supplement considerably briefer than the CCMP is the product that we are looking for. Goals and Objectives will be looked at and supplemented or revised only as necessary. Our schedule calls for us to pass all recommendations through the San Francisco Estuary Project's Implementation Committee for adoption before May 2007. The Estuary Project management team envisions maybe 3-5 new action items per program area.

Some of the resources we as a workgroup have to assist us in this task are 1) the State of the Estuary reports, 2) the Bay-Delta Environmental Report Cards, 3) the August 5, 2005 CCMP Workshop notes, 4) Peter Baye's perspectives on Aquatic Resources and Wildlife presented to The Friends of the Estuary Board Meeting on April 29, 2005, and very importantly 5) ideas that you will bring to the Workgroup.

The number of meetings we will require will depend on the extent of work that the workgroup feels is necessary and capable of performing, and the ability of the workgroup to perform work offsite/online (drafting of new action items and revised action items) in order that our meetings together can be short and productive recommendation-making sessions, and not so much work sessions. Again, it is the Estuary Project's Implementation Committee that is the decision-making body for the actual final update, and even their decision will be provided to the 5 member Executive Council for concurrence. These updates will not require environmental compliance, permits or re-review by the Governor of California or the Administrator of the EPA.

I am hoping that the Estuary Project Management Group will provide us with a clear prototype of a new action item that gives us a good idea as to scope and magnitude.

With this additional information about the process we are about to embark upon, please call me and inform me of your commitment to this effort.

Other workgroups will address the needs to update other programs, including: Wetlands, Water Use, Pollution Prevention and Reduction, Watersheds, Dredging and Waterways.

We are shooting for our first meeting about March 1, 2006.

Thanking you for the Estuary Project,

Richard Morat

Some of the procedural task or guidance that the larger group offers the Workgroups includes:

- Review the Charge;
- "Team build" by sharing past experiences with the CCMP and resource expertise;
- Visualize what success looks like;
- Select a meeting recorder;
- Establish a schedule of meeting times and places;
- Raise issues and questions to your facilitator to bring back to the Estuary Project Managers;
- Develop your questions; first seek to have your group answer them, and if unable, raise them via your facilitator to the Estuary Project Management Team;

Ccmp revision draft 12.